

Attachment C
Offer Letter

February 28, 2013

District of Columbia Department of General Services
2000 14th Street, NW, 8th Floor
Washington, DC 20009

Attention: Mr. Brian J. Hanlon
Director

Reference: Request for Proposals (RFP) DCAM-13-NC-0096 Parking Lot Management
Services

Dear Mr. Hanlon:

On behalf of _____ (the "Offeror"), I am pleased to submit this bid in response to the Department of General Services' (the "Department" or "DGS") Request for Proposals to provide Parking Lot Management Services. The Offeror has reviewed the RFP and the attachments thereto, any addenda thereto, and the proposed Form of Contract (collectively, the "Bid Documents") and has conducted such due diligence and analysis as the Offeror, in its sole judgment, has deemed necessary in order to submit its bid in response to the RFP. The Offeror's submission and the Fixed Unit Prices are based on the Bid Documents as issued and assume no material alteration of the terms of the Bid Documents. (Collectively, the proposal and the Unit Rate Prices are referred to as the "Offeror's Bid").

The Offeror shall provide pricing in the Unit Rate Spreadsheet (Attachment C) for a monthly Fixed Management Fee for the base year and option years, and for a monthly Percentage of Gross Revenue for the option years only.

The Offeror acknowledges and understands that the Fixed Unit Prices are firm, fixed prices and intended to be Offeror's sole compensation for the goods required.

If Offeror plans to propose an automated accounting system, this plan shall be detailed and priced separately from management fees and percentage of revenue.

The Offeror's Bid is based on and subject to the following conditions:

1. The Offeror agrees to hold its bid open for a period of at least one hundred twenty (120) days after the date of the bid.
2. Assuming the Offeror is selected by the Department and subject only to the changes requested in paragraph 5, the Offeror agrees to enter into a contract with the Department on the terms and conditions described in the Bid Documents within ten (10) days of the notice of the award.

3. Both the Offeror and the undersigned represent and warrant that the undersigned has the full legal authority to submit this bid form and bind the Offeror to the terms of the Offeror's Bid. The Offeror further represents and warrants that no further action or approval must be obtained by the Offeror in order to authorize the terms of the Offeror's Bid.

4. The Offeror hereby represents and warrants that they have not: (i) colluded with any other group or person that is submitting a proposal in response to the RFP in order to fix or set prices; (ii) acted in such a manner so as to discourage any other group or person from submitting a proposal in response to the RFP; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.

5. There are no requested changes to the Form of Contract:

6. The Offeror hereby certifies that neither it nor any of its subcontractors have entered into any agreement (written or oral) that would prohibit any contractor, subcontractor or subconsultant that is certified by the District of Columbia Office of Department of Small and Local Business Enterprises as a Local, Small, Resident Owned or Disadvantaged Business Enterprise (collectively, "LSDBE Certified Companies") from participating in the work if another company is awarded the contract.

7. This bid form and the Offeror's Bid are being submitted on behalf of (Insert Offeror)

Sincerely,

By: _____

Name: _____

Its: _____

ATTACHMENT C
UNIT RATE SPREADSHEET
DCAM-13-NC-0096
PARKING LOT MANAGEMENT SERVICES

Contract Line Item Number	Contract Year	Annual Fixed Management Fee	Annual Percentage of Gross Revenue
001	Base year		N/A
002	Option Year 1		
003	Option Year 2		
004	Option Year 3		
005	Option Year 4		

Company Name _____

Authorized Representative (Name) _____

Title _____

Authorized Representative (Signature) _____

Date _____